**EngL 199 SYLLABUS**

COURSE NAME: English for Engineering Students – EngL 199  
DETAILS: 3 hour lectures  
TERM: Fall

COURSE DESCRIPTION

This course undertakes to develop and strengthen clear and effective writing for Engineering students whose disciplines require them to be familiar with the genres and formats of professional communication. It will focus on instruction in fundamental writing skills, including building effective sentences and paragraphs, and on learning to communicate clearly across a range of genres and media used in academic and professional contexts, including correspondence and presentations. It is not a course in technical writing. Students will be introduced to the principles of information gathering, analysis, and citation. In order to maximize time spent writing and reading with instructor support, the course may be organized along the lines of the flipped or blended classroom, in which students review short video and other prepared material, including assigned readings, in advance of class, and spend class time working in a practical way on assignments and required tasks.

REQUIRED MATERIAL

* Paul MacRae, Business and Professional Writing: A Basic Guide (Broadview, 2nd Canadian ed., 2019).
* Other required course materials will be made available to students through eClass, the library, or other sites.
* To ensure uniformity, the same textbook will be used in all sections of ENGL 199.
* Students must bring a print or digital copy of the textbook to every class, along with their laptop or tablet as well as paper and pens or pencils.

LECTURE CONTENT

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| Date | Class Focus | Readings | Assignments Due / Special Notes |
| 9 Sept. | Intro to Class | Intro to Class   * No readings |  |
| 11 Sept. | Clear Writing | Zinsser   * “Clutter” (eClass) |  |
| 14 Sept. | Effective Communication | MacRae   * Chapter 1, pages 25-31 |  |
| 16 Sept. | Effective Communication | MacRae   * Chapter 2, pages 33-44 |  |
| 18 Sept. | Effective Communication | MacRae   * Chapter 2, pages 44-59 |  |
| 21 Sept. | Sentences | MacRae   * Chapter 3, pages 66-80 |  |
| 23 Sept. | Sentences | MacRae   * Chapter 3, pages 81-93 * Chapter 5, pages 115-18 |  |
| 25 Sept. | Assessment 1 | Assessment 1 | Assessment 1   * Covers 16-23 Sept. |
| 28 Sept. | Citations | Discussion of Academic Honesty   * Readings on eClass |  |
| 30 Sept. | Citations | IEEE Citations   * Materials supplied on eClass |  |
| 2 Oct. | Email | MacRae   * Chapter 6, pages 136-39 * Chapter 7, pages 153-57 |  |
| 5 Oct. | Proposals and Persuasive Writing | MacRae   * Chapter 9, pages 177-85 * Chapter 17, pages 300-06 |  |
| 7 Oct. | Proposals and Persuasive Writing | MacRae   * Chapter 9, pages 177-85 * Chapter 17, pages 300-06 |  |
| 9 Oct. | Assessment 2 | Assessment 2 | Assessment 2   * Covers 5-7 Oct. |
| 12 Oct. | **University Closed** | **University Closed** | **University Closed** |
| 14 Oct. | Summarizing and Paraphrasing | Materials supplied on eClass |  |
| 16 Oct. | Summarizing and Paraphrasing | Burdick   * “The Truth about Invasive Species” (eClass) |  |
| 19 Oct. | Paragraphs | Materials supplied on eClass |  |
| 21 Oct. | Assessment 3 | Assessment 3 | Assessment 3   * Covers 14-19 Oct. |
| 23 Oct. | Research | Searching the Library   * Watch library tutorials ahead of class |  |
| 26 Oct. | Research and Citation | Dickson   * “How I accidentally” (eClass) |  |
| 28 Oct. | Research | Annotated Bibliographies   * No readings |  |
| 30 Oct. | Letters and Memos | MacRae   * Chapter 7, pages 157-159 * Chapter 8, pages 161-73 |  |
| 2 Nov. | Assessment 4 | Assessment 4 | Assessment 4   * Covers 30 Oct., but should also review 2 Oct. |
| 4 Nov. | Presentations and PPTs | MacRae   * Chapter 15, pages 261-75 | **Library Assignment Due** |
| 6 Nov. | Presentations and PPTs | PPT Design   * No readings | **Library Assignment Due (optional extension)** |
| 9 Nov. | **Reading Week** | **Reading Week** | **Reading Week** |
| 11 Nov. | **Reading Week** | **Reading Week** | **Reading Week** |
| 13 Nov. | **Reading Week** | **Reading Week** | **Reading Week** |
| 16 Nov. | Writing Reports and Writing to Audiences | MacRae   * Chapter 17, pages 285-96 |  |
| 18 Nov. | Writing Reports and Writing to Audiences | Harris   * “Explaining Disasters” (eClass) |  |
| 20 Nov. | Presentations | Presentations 1-5 | **Presentations 1-5** |
| 23 Nov. | Presentations | Presentations 6-10 | **Presentations 6-10** |
| 25 Nov. | Presentations | Presentations 11-15 | **Presentations 11-15** |
| 27 Nov. | Presentations | Presentations 16-20 | **Presentations 16-20** |
| 30 Nov. | Presentations | Presentations 21-25 | **Presentations 21-25** |
| 2 Dec. | Presentations | Presentations 26-30 | **Presentations 26-30** |
| 4 Dec. | Writing Instruction | Active and passive voice review   * Materials on eClass |  |
| 6 Dec. | Peer Review | In-class peer review of capping exercise | **Capping Exercise Due 7 Dec., 5:00pm** |

LAB CONTENT

No lab content found in syllabus.